

Introduction

The Sioux River United Soccer Club (SRU) was organized to offer competitive soccer in the Brookings area and to enhance the soccer skills of those players.

SRU is a non-profit organization, which works under the Brookings Soccer Association to manage youth club soccer in the City of Brookings, South Dakota. It is a volunteer, parent-organized and funded program. This handbook is an addendum to the official BSA By-Laws.

Duties of the Board of Directors

The Board of Directors shall consist of elected officers of the association, Tournament Director, Registrar, Concessions Manager, and the Team Manager of each team. The elected officers of the association shall be President, Vice-President, Treasurer, Secretary. The Board of Directors shall be responsible for setting policy for the transaction of all business of the Sioux River United Soccer Club in accordance with the by-laws and oversight of the teams.

In the event of the permanent absence of an officer of the Sioux River United Soccer Club due to illness, resignation, or other cause, the Board of Directors shall appoint a replacement in an acting capacity until a permanent replacement is named by the general membership in accordance with the voting procedures for elected officers. An officer absenting himself from three successive meetings of the Board of Directors without explicit just cause may have his office declared vacant by the Board.

The Board of Directors shall, upon recommendation of the President, approve additional rules and regulations for governing operation and competitions not explicitly covered by the rules and regulations.

Each member of the Board of Directors shall have one vote at the regular meetings of the Board of Directors. A member of the board of Directors shall abstain from voting on issues explicitly concerning his or her own immediate family member.

Each officer shall serve for 1 to 2 years per term, with a limit of 2 consecutive terms; and will voted in during the August meeting.

1. Duties of Officers

- a. President:** The President shall direct the officers, committees, and boards, and shall act as the presiding officer at all meetings of the Board of Directors and general membership. The President shall be responsible for conducting the business of the SRU Soccer Club for making rulings which interpret policy of the Board of Directors, for coordinating the activities of the SRU Soccer Club, for general administration, and for other duties as the Board of Directors may approve or direct.
- b. Vice-President:** The Vice-President shall assume the duties of the President in the absence of the President. The Vice-President shall serve as Coaching Director. The Vice-President shall recommend long range projects and goals for the betterment and growth of the SRU Soccer Club (i.e. facilities, equipment, etc)
- c. Treasurer:** The Treasurer shall oversee the collection of all dues and fee, shall have charge of all monies, issue bills and receipts for dues and fees, and pay all bills due of the SRU Soccer Club including payment of referees. The Treasurer shall maintain checking and savings accounts in a reputable bank in the name of SRU, with signature requiring two (2) of the following: President, Vice President, Secretary or Treasurer. The Treasurer shall keep a detailed record of income and expenditure and submit a written detailed monthly report to the Board of Directors and a written general report at each annual general membership meetings.
- d. Secretary:** The Secretary shall record the minutes of all meetings and shall maintain and distribute meeting minutes, notice of all meetings, and a calendar of events. The Secretary

shall assist the Presiding officer at all meetings in determining and maintaining the agenda, and shall perform other duties as directed by the President.

- e. **Team Managers:** All teams will choose a team manager. These managers will act as the representative for their teams. They are responsible to provide information and views of the teams that are registered in the club. They have responsibility or delegation authority for coordinating concessions, publicity, hotel accommodations, maintaining team roster and tournament registration.
- f. **Tournament Director:** This position will act as the coordinator and organizer for the annual Brookings (Fishback) Classic Soccer Tournament. They are responsible to provide information and views of the tournament committee they coordinate.
- g. **Registrar:** Collect registration forms and fees. Assemble teams based on age levels to optimize the team development.
- h. **Concession Manager(s):** Coordinate food and scheduling of the concession stand operation during the Rec, HS and SDSU seasons.
- i. **Equipment Coordinator:** Coordination of SRU equipment and uniforms.

Parent Responsibilities

SRU is a parent-run organization that depends on the volunteer efforts of hundreds of people and thousands of hours. It is **very important that all participants share the necessary duties**. Parents are needed to work at the **soccer complex concessions stand** throughout the season, to serve as team representatives, to participate in the operation in the annual Brookings(Fishback) Soccer tournament, and to participate in other activities during the season.

Registration fees are noted under a separate Fee Package.

Initial, **non-refundable**, registration consists of \$50.00 payable towards the total overall registration fee and due by November 15th.

Final payment is due March 15th.

Late Registrations Fees: After November 15th (for the \$50.00 pre-registration) or March 15th (for final payment), a late fee of 20% of the initial registration fee (or \$10.00) and/ or 20% of the final fees (\$10.00 - \$25.00) will be assessed and paid at the time of the registration. The late fee will be waived for any player who has not previously participated in SRU soccer.

After January 31st, late registrations will be accepted only on a case by case basis and only if there is a determination that placement will not inhibit an existing team roster.

The initial registration fee of \$50.00 is a non-refundable payment.

There are no registration fee refunds due to any injuries.

SRU registration eligibility follows a Brookings Soccer Association (BSA) policy that defines whether players are required to participate in the Recreation (BSA) program.

- U09; U10; U11; U12 players **must** play rec soccer to be eligible to play SRU club soccer.
- U13; U14 players are required to play rec soccer to be eligible to play SRU club soccer, however, waiver requests can be presented to BSA representatives for discussion. BSA review exception requests for consistency in their decisions. A U14 player that did not play rec will not be allowed to participate in club games/tournament unless a waiver is granted.

- U16; U17; U18; U19 players are **not** required to play rec to be eligible to play SRU club soccer.

Fund Raising

Funding for SRU is acquired from the following sources: fees paid by each participant at registration, tournaments sponsored for each age level, soccer complex concessions stand, private donations, and other fundraising endeavors. A primary source of funding is sales at the soccer complex concession stand and is made **possible by the equal participation** of all parents in working at the concessions stand. To ensure participation that all parents volunteer, each player's designee will be required to cover at least two 2 to 3 hour shifts at the concession stand, a \$50.00 deposit will be collected at time of registration. If the parent does not volunteer for working at the concession stand during the season (Spring through Fall), the \$50.00 deposit check will be cashed in lieu of the parent's volunteering. The \$50.00 deposit check will be post dated to October of any respective year and will be collected for each player.

Expenses covered by the above funds include: travel for head coaches, coaches pay, referees, SRU fees (state and local), registration fees, insurance, tournament fees, photocopying expenses, telephone expenses, coaches' clinics, equipment in general, and capital improvements made to the Fishback Soccer complex, plus other items deemed necessary by the SRU Board to improve the club experience.

Any operating funds determined in excess by the SRU Board at the end of the season are held over to the following year or placed in a facility improvement fund.

Uniforms and Equipment

Game Jerseys

Game jerseys are provided to SRU players at all levels (U09 through U19).

All players will be provided with a white home jersey and a red away jersey. There is no charge for these jerseys, but a deposit check of \$50.00 per jersey is collected and returned at the end of the season when the jerseys are returned. If there is excessive wear or damage to the uniform, a charge will be made to either replace or repair the article.

Each player will be responsible for maintaining the uniform in a clean and repaired state during the season. ***Participants are encouraged to contact the Equipment Director early if a major problem with jersey repair arises.***

Players may only wear the **jersey at games and to school on days that precede a game day**. The jersey shall not be used for practice unless specifically requested by the coach. ***If a player is found to be wearing the jersey at other than authorized times, the jersey will be confiscated.***

Equipment

Players are responsible for providing the following as their own player provided equipment:

- Shin guards
- Soccer cleats
- Soccer socks (to be determined by the SRU board)
- Soccer Ball (Size 3 for U9-U10; Size 4 for U11-U12; Size 5 for U13-U19)
- Goalie gloves (if chosen as team goalie)
- Water Jug

SRU Season

The SRU core season dates will start at the end of recreation soccer season to mid-July or approximately from June 1st to July 31st. The club soccer year runs August 1st to July 31st of the

following year. Fees are collected to support the core season. Individual teams may deviate from this schedule slightly due to starting practices during the Spring season or some other slight change that is approved by the SRU board.

Guidelines for Team Communication

SRU has developed a system for communication among parents, directors and coaches that allows concerns to be heard but reduces the number of questions coaches must respond to. For the system to work, it is beneficial if everyone involved clearly understands his or her role.

Parents

Parents may have questions about team rules, discipline, coaching philosophy; or they may have a concern about application of SRU team policies or a coach's conduct. ***These questions or concerns should be brought to the attention of the director for that age group.*** The director simply providing a copy of rules or policies to the parent can handle many of these questions. Other questions may be referred to the coach, SRU Coaching Director, or the SRU Executive Board, depending on the nature of the problem. In any event, the parent is entitled to an explanation of how the question was resolved. Parents behavior at all soccer activities will be asked to adhere to the zero tolerance policy. SRU may request parents to sign a zero tolerance statement acknowledging their commitment to proper behavior.

Team Managers(Team Directors)

The Team Director functions as a liaison between the SRU Board, parents and coaches and represents parents' concerns at SRU Executive Board meetings. The Team Director is a voting member at the Executive Board meetings and one team director per age group is given a representative vote. Co-directors are allowed for managing the team but only allowed one vote at Executive Board meetings. The volunteer role of the team director is to propose coaching staff for the SRU Coaching Director review, propose tournament participation to the SRU board, manage player cards and rosters and verify team expenses for SRU coaches pay and travel, tournament registration or other miscellaneous SRU approved team expenditures. The communication role of the director is to hear parents' questions or concerns and respond appropriately. Directors may hand out copies of rules and policies, or they may seek information from the coach, SRU officers, or the Executive Board. The director then contacts the parent with the requested information.

Coaches

The Team Director will assist in proposing coaching staff to the SRU Coaching Director and SRU Board. The Team Director has the opportunity to receive input from parents of respective teams. Any disputes will be reviewed and resolved by the SRU Board. The SRU Coaching Director reviews SRU policies for each age group with the coaches prior to the beginning of the season. Many of the policies allow the coaches to decide how to implement the policy. This is true for tryout procedures, several articles in the Code of Conduct, bench discipline, playing time, and other aspects of team formation. Coaches are encouraged to inform their directors of how these functions will be carried out so that parents can be appraised.

The following are the minimum coaching license requirements by age group:

- a. U 10-U 12 Head Coaches must complete an "E" license or equivalent NSCM soccer coaching qualification, and submit this to the BSA Registrar.
- b. U14-U19 Head coaches must complete the "D" license or equivalent NSCM soccer coaching qualification, or be working toward this license requirement, and submit this to the BSA Registrar.
- c. Assistant coaches for these teams must complete the "E" License or equivalent NCSSA soccer coaching qualification.

Coaches will be compensated through the SRU treasury based on hourly rates established by SRU Board. The coaches hours worked will be approved by the Team Director and submitted to SRU treasurer for wage earnings calculations.

Tournaments and out-of-town Travel

Each age group will participate in the Brookings(Fishback Classic Soccer) tournament if possible. In addition, SRU will pay for **two** away tournaments for the U09/U10 teams, **two** away tournaments for the U11/U12 teams and **three** away tournaments for the U13-U19 teams at each age level. SRU has set maximums for tournament fees SRU will reimburse for. These maximums are adjusted annually and are part of the Fee Package under separate cover.

The U09/U10 teams are encouraged to participate in a “jamboree” or non-competitive style tournament.

Any additional tournaments or dollar amounts exceeding the established limits will be financially sponsored by the parents of the respective team with all expenses (coaches pay, coaches travel and tournament registration fees) to these additional tournament paid for by the parents.

Players may not drive to or from out-of-town games. They must ride with a parent or coach. During out-of town travel, players are the responsibility of their parents or parent designee.

Coaches travel pay will be reimbursed per the Fee Package.

Additional costs are covered by the individual teams.

GENERAL POLICIES

In the effort to make club soccer a more desirable and rewarding experience for all participants, the SRU Board have instructed the club program to adhere to certain points of emphasis relating to sportsmanship. The campaign is designed to require all players, coaches, officials, team officials and administrators to maintain a sportsmanlike and educational atmosphere before, during and after all soccer games.

Coaches Code of Ethics

1. Soccer is the player’s game. The paramount concern of coaches is the holistic development, welfare, enjoyment and safety of their players.
2. Coaches bear responsibility for teaching players to strive for success while playing fairly, observing the laws of the game and the highest levels of sportsmanship.
3. Coaches shall treat officials with respect and dignity, and shall teach their players to do the same.
4. Our opponents are worthy of being treated with respect. Coaches will model such respect for opponents and expect their players to do likewise.
5. In both victory and defeat, the behavior of the coach shall model grace, dignity and composure.
6. Coaches shall adhere to the highest standards and the regulations of the institutions they represent; clubs, schools, sponsoring organizations and sport governing bodies.
7. Coaches shall model inclusive behavior, actively supporting cultural diversity while opposing all types of discrimination, including but not limited to, racism and sexism, at all levels of the game.

8. Coaches are responsible for taking an active role in education about, and prevention and treatment of drug, alcohol and tobacco abuse; both in their lives and in the lives of their players.
9. Coaches shall refrain from all manner of personal abuse and harassment of others, whether verbal, physical, emotional or sexual, and shall oppose such abuse and harassment at all levels of the game.
10. Coaches shall respect the declared affiliations of all players.
11. Coaches shall seek to honor those who uphold the highest standards and principles of soccer and shall use appropriate protocol to oppose and eliminate all behavior that brings disrepute to the sport – violence, abuse, dishonesty, disrespect and violations of the laws of the game and rules governing competition.

The Coaches Code of Conduct will be presented to all coaches representing SRU and will be signed by the coaches as an acknowledgement of their understanding of the Code of Conduct.

Players' Code of Conduct

1. The use or possession of illegal drugs or alcohol will not be allowed or tolerated.
2. The use of tobacco will not be allowed or tolerated.
3. Stealing or vandalism of any property is prohibited.
4. Profanity of any form will not be tolerated, on or off the field.
5. Criticism of officials or team members will not be allowed.
6. Courtesy will be shown to other team players, officials and fans at all times.
7. Attending and being prompt for every practice and game is mandatory, unless excused by the coach.
8. Maintaining a healthy physical condition and mental attitude to the best of the player's ability is required.
9. Team play will be required at all times.
10. Players will conduct themselves to the highest degree possible because they represent themselves, their team, their coach and their city.
11. Any soccer events and/or soccer practice misbehavior may remove the player from practice and game. Any individual kicked out by a complex staff volunteer may not practice or play game(s) for the time period specified by the complex staff.

Discipline for Violations of the Player's Code of Conduct

- Article 1: First offense-2 game suspension
- Article 1: Second offense-season suspension
- Article 2: First offense-2 game suspension
- Article 2: Second offense-season suspension
- Article 3: First offense-2 game suspension
- Article 3: Second offense – season suspension
- Article 4: Coach's discipline
- Article 5: Coach's discipline
- Article 6: Coach's discipline
- Article 7: Coach's discipline
- Article 8: Coach's discipline
- Article 9: Coach's discipline
- Article 10: Coach's discipline
- Article 11: Dependent on infraction/Coach's discipline

The code of conduct will be enforced from 12:00 am on the first day of registration until 11:59 PM of the day of the final game of the season for the team on which a player is participating.

If an offender commits a second offense of Article 1, 2, or 3 whether the same offense of not, the second time and offense is committed, then this is considered a second offense, and the offender is suspended for the season.

Enforcement of the Coaches Code of Ethics and Player's Code of Conduct

The SRU has the authority to enforce its rules and regulation through its Board of Directors or their designee. Concerning violations of the Coaches Code of Ethics and Player's Code of Conduct, the SRU Officers are designated as a Discipline Committee to investigate and enforce articles of the Code not listed under Coach's Discipline. The Discipline Committee will also hear appeals of action taken by a coach under articles enforced through coach's discipline. The Discipline Committee will conduct a prompt and fair hearing to hear such matters. The appeal may be brought to the SRU Board of Directors by filing a written notice of appeal with the SRU President within 5 days of the event giving rise to the appeal.

Zero Tolerance

Fishback Soccer Complex is a Zero Tolerance Facility. ***SRU Officers, Directors, Coaches, Parents and spectators are required to abide by the same standards as outlined above in the Player's Code of Conduct.*** Use of tobacco and alcohol outside of the soccer complex is allowed as defined by State and Federal laws. Anyone who refuses to abide by Zero Tolerance rules may be asked to leave the soccer complex.

SRU Policy on Discrimination

SRU will assure that none of the programs it governs will be discriminatory on the basis of race, color, religion, sex, national origin, age, disability, marital or family status, status as a Vietnam Era or disabled veteran, or status as an alien authorized to work in the United States.

SRU expects all participants in the programs it governs to be helpful and respectful to others. Segregation or harassment on the basis of any of the above will not be tolerated.

Any issue brought to the attention of the SRU Board in regard to the above will be investigated and dealt with in a manner appropriate to the findings and insuring SRU's policy of non-discrimination.

SRU Screening Policy

Each season, SRU requires background checks on all Board members, Directors, and Coaches. Disclosure statements will be completed on the state soccer association website by all involved, and submitted to the South Dakota State Soccer Association. It is the policy of SRU & BSA that it will not authorize or sanction, in programs that it directly controls, any volunteer or employee who has routine access to children (anyone under the age of majority) who refuses to consent to be screened by SRU before he/she is allowed to have routine access to children in SRU programs.

A person may be disqualified and prohibited from serving as an employee or volunteer of SRU if the person:

1. Has been convicted (including crimes of which the record has been expunged and pleas of "no contest") of a crime of child abuse, sexual abuse of a minor, physical abuse, causing a child's death, neglect of a child, murder, manslaughter, felony, assault, any assault against a minor, kidnapping, arson, criminal- sexual conduct, prostitution-related crimes, or controlled substance crimes;
2. Has been adjudged liable for civil penalties or damages involving sexual or physical abuse of children;
3. Has been subject to any court order involving any sexual abuse or physical abuse of a minor, including but not limited to domestic order or protection;
4. Has had their parental rights terminated;
5. Has a history with another organization (volunteer, employment, etc.) of complaints of sexual or physical abuse of minors;

6. Has resigned, been terminated, or been asked to resign from a position, whether paid or unpaid, due to complaint(s) of sexual or physical abuse of minors; or
7. Has a history of other behavior that indicates that he/she may be a danger to children in soccer.

SRU Physical Abuse Policy

It is the policy of SRU that there shall be no physical abuse of any participant involved in any of its sanctioned programs, training camps, soccer clinics, coaches clinics, referee clinics, regional and national tournaments or other soccer events by any employee, volunteer or independent contractor. Physical abuse means physical contact with a participant that intentionally causes the participant to sustain bodily harm or personal injury. Physical abuse also includes physical contact with a participant that intentionally creates a threat of immediate bodily harm or personal injury. Physical abuse does not include physical contact that is reasonably designed to coach, teach or demonstrate a soccer skill. Permitted physical conduct may include, but is not necessarily limited to shooting balls at a goalie, demonstrating tackling or another soccer skill, and communicating with or directing participants during the course of a game or practice by touching them in a non-threatening, non-sexual manner.

SRU Sexual Abuse Policy

It is the policy of SRU that there shall be no sexual abuse of any minor participant involved in any of its sanctioned programs, training camps, soccer clinics, coaches clinics, referee clinics, regional and national tournaments or other soccer events by any employee, volunteer or independent contractor. Sexual abuse of a minor participant occurs when an employee, volunteer or independent contractor touches a minor participant for the purpose of causing the sexual arousal or gratification of either the minor participant or the employee, volunteer or independent contractor. Sexual abuse of a minor participant also occurs when a minor player touches an employee, volunteer or independent contractor for the sexual arousal or sexual gratification of either the minor participant or the employee, volunteer or independent contractor, if the touching occurs at the request or with the consent of the employee, volunteer or independent contractor. Neither consent of the player to the sexual contact, mistake as to the participant's age, nor the fact that the sexual contact did not take place at a soccer function are defenses to a complaint of sexual abuse. Upon proof of violation of this policy, the violator will be permanently banned or suspended from SRU sanctioned programs.